

**Step by Step Instructions  
How to Install and Configure  
MicroStation/InRoads V8i  
with  
The Connecticut Department of Transportation  
Digital Design Environment  
for  
Consultant Engineering and Home Use**

July, 2011

Connecticut Department of Transportation  
Bureau of Engineering and Construction  
Office of Engineering  
Division of Design Services  
AEC Applications Section

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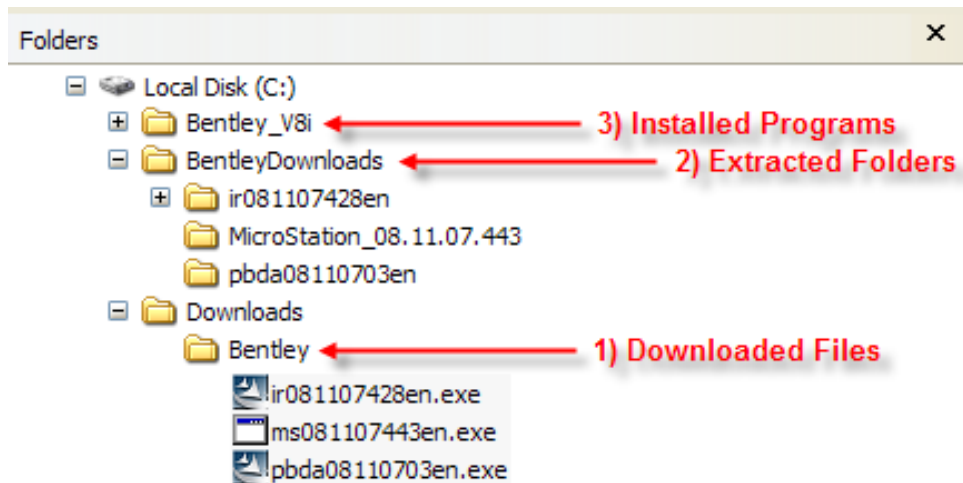
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## Section 1 Bentley V8i Software

### 1.1 Step 1 Downloads

#### 1.1.1 Folder Structure

Briefly note what our end results folder structure will look like. The following sections cover this in detail. Please note that during the download process, the BentleyDownloads and Downloads folders will be created automatically. However, at this point, create the **Bentley\_V8i** folder on the root directory of the C drive.



### 1.1.2 SELECT Search

1. Log into <http://www.bentley.com> using your Bentley SELECT ID and password provided by your SELECT services administrator. For CTDOT employees, they are:  
Ronald Tellier - [ronald.tellier@ct.gov](mailto:ronald.tellier@ct.gov) or Sarah Rose - [sarah.rose@ct.gov](mailto:sarah.rose@ct.gov).
2. Choose *SUPPORT & SERVICES* > *Support* > *Downloads* > *Software Downloads/...* Search by Product for *Bentley InRoads* posted within *last 1 Year*.
3. Ensure that *Show Dependencies/Required Supporting Files* is checked. This returns InRoads, MicroStation, and Prerequisites. Select **Search**:

The screenshot shows the Bentley SELECTservices website interface. The top navigation bar includes links for SOLUTIONS, PRODUCTS, SUBSCRIPTIONS, TRAINING & LEARNING, SUPPORT & SERVICES, and CORPORATE. The SUPPORT & SERVICES dropdown menu is open, showing Support and Professional Services. The left sidebar has a 'Support' link and a 'Downloads And Updates' section with links to Software Downloads / MySELECT CD, Bentley Library, Data Exchange, and FTP Access. The main content area is titled 'SELECTservices: Downloads/MySELECT CD' and contains a search section. The search criteria are: Product (Bentley InRoads), Product Line (All), Release Language (English), Download Category (SELECT Released Products), and Files Posted within last (1 Year). The checkbox for 'Show Dependencies/Required Supporting Files' is checked. The 'Burn CD Available?' status is 'No! (what's this?)' and the 'Download Available?' status is 'Yes! (what's this?)'. A 'Search' button is at the bottom of the search section.

**Bentley**

Hello [Logout] | My Profile | Contact | SELECTservices | Select Locale

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**Support**

▼ Downloads And Updates

- Software Downloads / MySELECT CD
- Bentley Library
- Data Exchange
- FTP Access

**SELECTservices: Downloads/MySELECT CD** [help](#) | [my history](#)

Search for products you'd like to install or have backups of. After making your selection(s), you can either download the files or have us burn the files onto a custom CD for you (access restrictions may apply).

For a list of products and their certified operating systems posted since January 1, 2006 click [here](#)

---

**About your Account Status!**

You currently do not have the necessary authorization to order CD's. You can however continue to download any software that may apply including the free updates.

Your SELECTservices Administrator(s) listed below can authorize access using the "User Management" tool located in the My Account section of SELECTservices Online.

- Ryan (michael.ryan@po.state.ct.us)
- Ronald Tellier (ronald.tellier@ct.gov)
- Robert Seitz (Robert.Seitz@ct.gov)
- Bill Pratt (william.pratt@ct.gov)

If there are no administrators listed, please [contact the Sales Support Group](#) that serves your region.

---

**Search By:**

☒ Product Bentley InRoads

☐ Product Line All

---

**Filter By:**

Release Language English

Download Category SELECT Released Products

Files Posted within last 1 Year

☒ Show Dependencies/Required Supporting Files

Burn CD Available? ☒ No! (what's this?)

Download Available? ☒ Yes! (what's this?)

**Search**

4. From the search results, find and check the latest *08.11.07.xx* version of *Bentley InRoads Suite V8i*. Dependent files will be included. Select **Continue**:

Note: The CTDOT Digital Design Environment has been tested and approved by the Department to run with Bentley SS2 versions (08.11.07.xx) of InRoads and MicroStation.

The screenshot displays a software selection interface. At the top, a table lists selected items with columns for selection status, name, version, date, size, and supported operating systems. The first item, 'Bentley InRoads Suite V8i', is circled in red. Below this, a 'Dependencies' section lists 'Prerequisites for Bentley Desktop Applications' and 'MicroStation V8i', both also circled in red. At the bottom, a status bar indicates '3 Files selected for a total of 983.31 MB'. Below the status bar are four buttons: 'New Search', 'Clear Selected', 'Clear All Selections', and 'Continue', with the 'Continue' button circled in red.

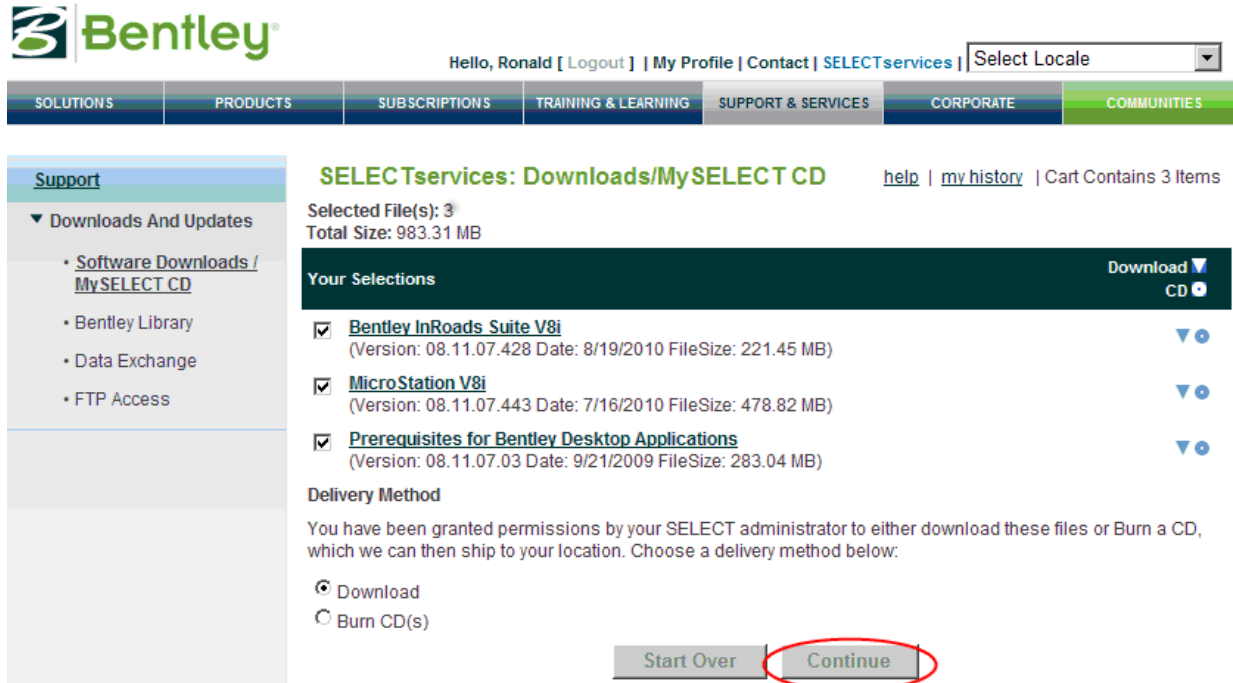
| <input checked="" type="checkbox"/> | <a href="#">Bentley InRoads Suite V8i</a>                      | ▼ | 08.11.07.428 | 8/19/2010 | 221.45 MB | Windows XP, Windows Vista, Windows 7  |
|-------------------------------------|--|---|--------------|-----------|-----------|---|
| <b>Dependencies</b>                 |  |   |              |           |           |   |
| <input checked="" type="checkbox"/> | <a href="#">Prerequisites for Bentley Desktop Applications</a> | ▼ | 08.11.07.03  | 9/21/2009 | 283.04 MB | Windows XP, Windows Server 2003, Windows Vista, Windows Vista x64, Windows XP Tablet PC Edition, Windows XP x64, Windows Server 2003 x64, Windows Server 2008 x64, Windows 7, Windows 7 x64 |
| <input checked="" type="checkbox"/> | <a href="#">MicroStation V8i</a>                               | ▼ | 08.11.07.443 | 7/16/2010 | 478.82 MB | Windows XP, Windows Server 2003, Windows Vista, Windows Vista x64, Windows XP Tablet PC Edition, Windows XP x64, Windows Server 2003 x64, Windows Server 2008 x64, Windows 7, Windows 7 x64 |

✓ 3 Files selected for a total of 983.31 MB

[New Search](#) [Clear Selected](#) [Clear All Selections](#) [Continue](#)

5. **Continue** with selected files:

Note: Burn CD(s) is not an available option for CTDOT users.



**Bentley**

Hello, Ronald [ Logout ] | My Profile | Contact | **SELECTservices** | Select Locale

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- ▼ Downloads And Updates
  - [Software Downloads / MySELECT CD](#)
  - Bentley Library
  - Data Exchange
  - FTP Access

**SELECTservices: Downloads/MySELECT CD** [help](#) | [my history](#) | Cart Contains 3 Items

Selected File(s): 3  
Total Size: 983.31 MB

| Your Selections                     |  | Download ▼<br>CD |
|-------------------------------------|--|------------------|
| <input checked="" type="checkbox"/> | <a href="#">Bentley InRoads Suite V8i</a><br>(Version: 08.11.07.428 Date: 8/19/2010 FileSize: 221.45 MB)                     | ▼                |
| <input checked="" type="checkbox"/> | <a href="#">MicroStation V8i</a><br>(Version: 08.11.07.443 Date: 7/16/2010 FileSize: 478.82 MB)                              | ▼                |
| <input checked="" type="checkbox"/> | <a href="#">Prerequisites for Bentley Desktop Applications</a><br>(Version: 08.11.07.03 Date: 9/21/2009 FileSize: 283.04 MB) | ▼                |

**Delivery Method**

You have been granted permissions by your SELECT administrator to either download these files or Burn a CD, which we can then ship to your location. Choose a delivery method below:

☒ Download  
☐ Burn CD(s)

[Start Over](#) [Continue](#)

6. **Accept** Legal Terms of Use.
7. At this point, all of the files can be downloaded at once using the Advanced Download Manager **or** the files may be downloaded one at a time by selecting Download next to each file. To download all of the files at once, select **Advanced Download Manager**:

**Bentley**

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[Support](#)

▼ Downloads And Updates

- [Software Downloads / MySELECT CD](#)
- Bentley Library
- Data Exchange
- FTP Access

**SELECTservices: Downloads/MySELECT CD** [help](#) | [my history](#) | Cart Contains 3 Items

Use the simple table below to download files individually, or use the [Advanced Download Manager](#) option to load the files into a queue (requires Internet Explorer).

| File Downloads   | Download                 |
|--|--------------------------|
| <a href="#">Bentley InRoads Suite V8i</a><br>(Version: 08.11.07.428 Date: 8/19/2010 FileSize: 221.45 MB)                     | <a href="#">Download</a> |
| <a href="#">MicroStation V8i</a><br>(Version: 08.11.07.443 Date: 7/16/2010 12:00:00 AM FileSize: 478.82 MB)                  | <a href="#">Download</a> |
| <a href="#">Prerequisites for Bentley Desktop Applications</a><br>(Version: 08.11.07.03 Date: 9/21/2009 FileSize: 283.04 MB) | <a href="#">Download</a> |

**Advanced Download Manager**

Press the button below to load the files into a single download tool. This will allow you to download the files in sequence with a single click, but requires that you are running Internet Explorer Version 5+, and installs an ActiveX control on your system.

[Advanced Download Manager](#)

### 1.1.3 Download Files

8. Leave `C:\Downloads Bentley\` as the default destination. Files will be saved here only, not installed yet. Select **Start Download** (which may take several minutes):

**Advanced Download Manager - Windows Internet Explorer**

http://appsnet.bentley.com/myselectcd/downloadManager.aspx

**Bentley Download Manager**

The files you have selected to download are listed below. The default destination of the files is **C:\Downloads\Bentley**. You can remove or change the destination of these files before beginning the download process. To remove a file, use your mouse to right-click on the item and select "Remove." To change the file destination, Type the desired path in the destination field and select "Set Destination" or use your mouse to right-click on the item and select "Rename" and then use the "Save As" dialog box to key in a new destination, or browse to the desired location for your downloads. Select "Start Download" to begin the download process.

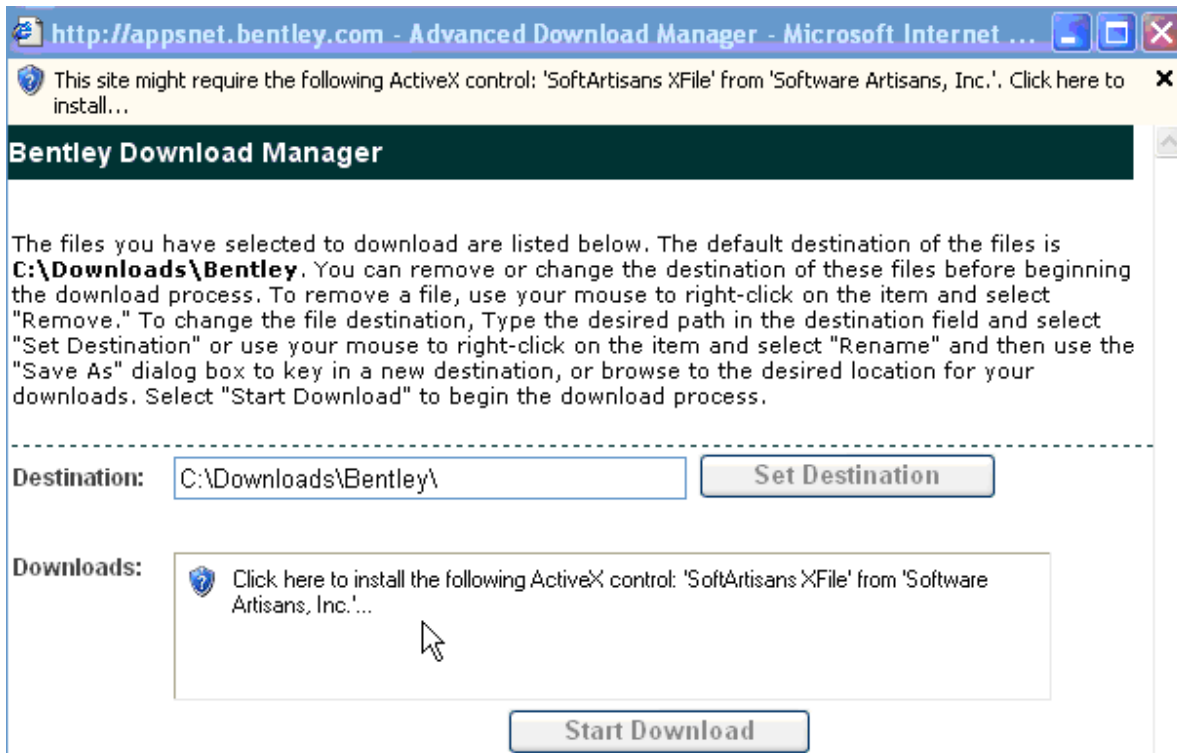
Destination:  [Set Destination](#)

Downloads:

| Local File                              |
|---|
| C:\Downloads\Bentley\lr081107428en.exe  |
| C:\Downloads\Bentley\ms081107443en.exe  |
| C:\Downloads\Bentley\pbda08110703en.exe |

[Start Download](#)

9. If after selecting **Advanced Download Manager**, the dialog box has the following message or files are not listed, click to install ActiveX:



Note: Some browsers (e.g. Mozilla's Firefox) do not support ActiveX, so Microsoft's Internet Explorer must be used.

10. If you still experience difficulties, refer to the *Troubleshooting* guide:

The screenshot shows the Bentley SELECTservices website. The top navigation bar includes the Bentley logo, a search bar, and user links: "Hello, Ronald [ Logout ] | My Profile | Contact | SELECTservices | Select Locale". Below this is a horizontal menu with tabs: SOLUTIONS, PRODUCTS, SUBSCRIPTIONS, TRAINING & LEARNING, SUPPORT & SERVICES, CORPORATE, and COMMUNITIES. The left sidebar has a "Support" section with a "Downloads And Updates" dropdown menu containing links to "Software Downloads / MySELECT CD", "Bentley Library", "Data Exchange", and "FTP Access". The main content area is titled "SELECTservices: Advanced Download Manager" and "How to Install". It explains that MicroStation V8 and Extensions are delivered as executable install files (.exe) and must be installed on the computer before any Extensions can be installed. It provides instructions on how to begin the installation process, including selecting "Run" from the Windows Start Menu and choosing the location of the installation files. A "Troubleshooting" section follows, stating that errors when downloading files may be caused by a security setting that is too restrictive or the existence of pop-up blocking software. It lists steps to remedy this: disabling pop-up blocking software and setting Internet Explorer Security Settings to allow components signed with Authenticode, prompt when downloading signed ActiveX controls, run ActiveX controls and plug-ins, script ActiveX controls marked as safe for scripting, enable file downloads, and enable Active Scripting. A note states these are the default custom security settings for Internet Explorer. The page concludes with a footer containing links to Blogs, Job Opportunities, Privacy, Terms of Use, Contact Us, and Site Map, and a copyright notice for 2011 Bentley Systems, Incorporated.

www.bentley.com > SELECTservices > Support > Downloads And Updates

Search

**Bentley**

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Support

▼ Downloads And Updates

- [Software Downloads / MySELECT CD](#)
- Bentley Library
- Data Exchange
- FTP Access

**SELECTservices: Advanced Download Manager**

**How to Install**

MicroStation V8 and the Extensions you choose to receive (via the Bentley Download Manager or MySELECT CD) will be delivered in separate executable install files (.exe). MicroStation V8 must be installed on your computer before any of the Extensions can be installed. If you have multiple Extensions, they can be installed in any order after MicroStation V8. To begin the installation process, choose "Run" from the Windows Start Menu and key in or browse to the location of the installation files on your computer. Select "OK" to begin. The Install Wizard will lead you through the installation process. By default the Bentley Download Manager places downloaded files in C:\Downloads\Bentley.

[help](#) | [my history](#) | Cart Contains 3 Items

**Troubleshooting**

If you experience an error when attempting to download files via this screen, it may be caused by:

- A security setting that is too restrictive
- The existence of pop-up blocking software

To remedy this, please ensure that:

- Pop-up blocking software is disabled
- Your Internet Explorer Security Settings are set as follows:
  - Enable components signed with Authenticode
  - Prompt when Downloading signed ActiveX controls
  - Run ActiveX controls and plug-ins
  - Script ActiveX Controls marked as safe for scripting
  - Enable file downloads
  - Active Scripting Enable

NOTE: These are the default custom security settings for Internet Explorer.

Once you have disabled any pop-up blocking software, simply return to the previous page to try again.

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11. If problems still persist, return to the [File Downloads](#) screen and download each file individually.

## 1.2 Step 2 Extract/Install

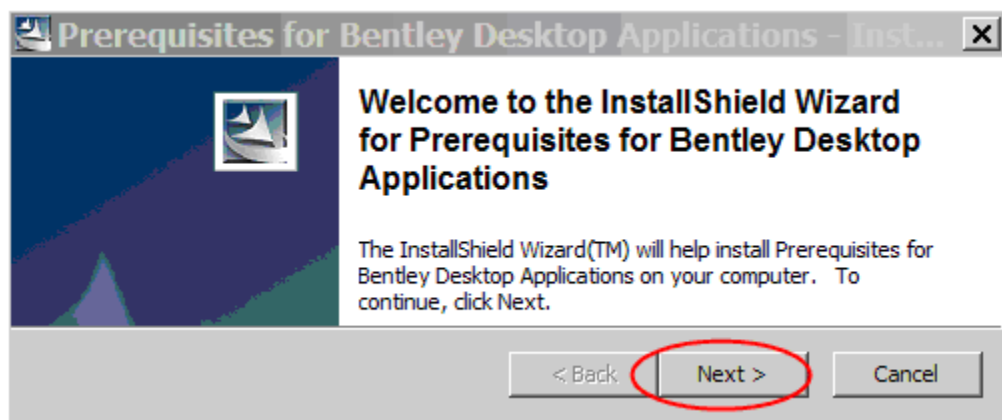
1. Browse to *C:\Downloads\Bentley* when download is complete. You will have the option to extract folders and files only (and install programs later), or extract and install. Files must be extracted in this order:

1. *pbda08110703en.exe* (prerequisites)
2. *ms081107443en.exe* (MicroStation Select Series 2)
3. *ir081107428en.exe* (InRoads Select Series 2).

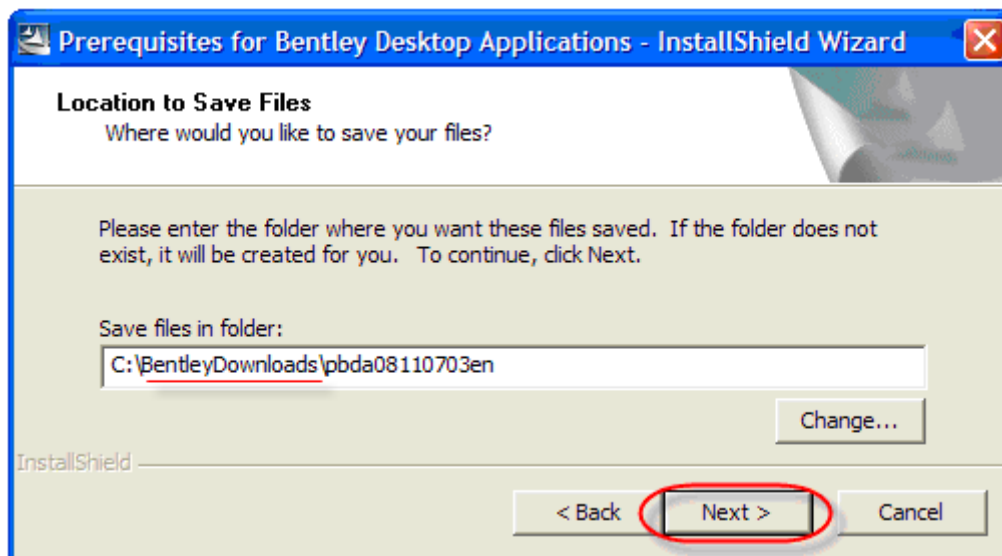
Note: File names will reflect the latest exe versions.

### 1.2.1 Prerequisites

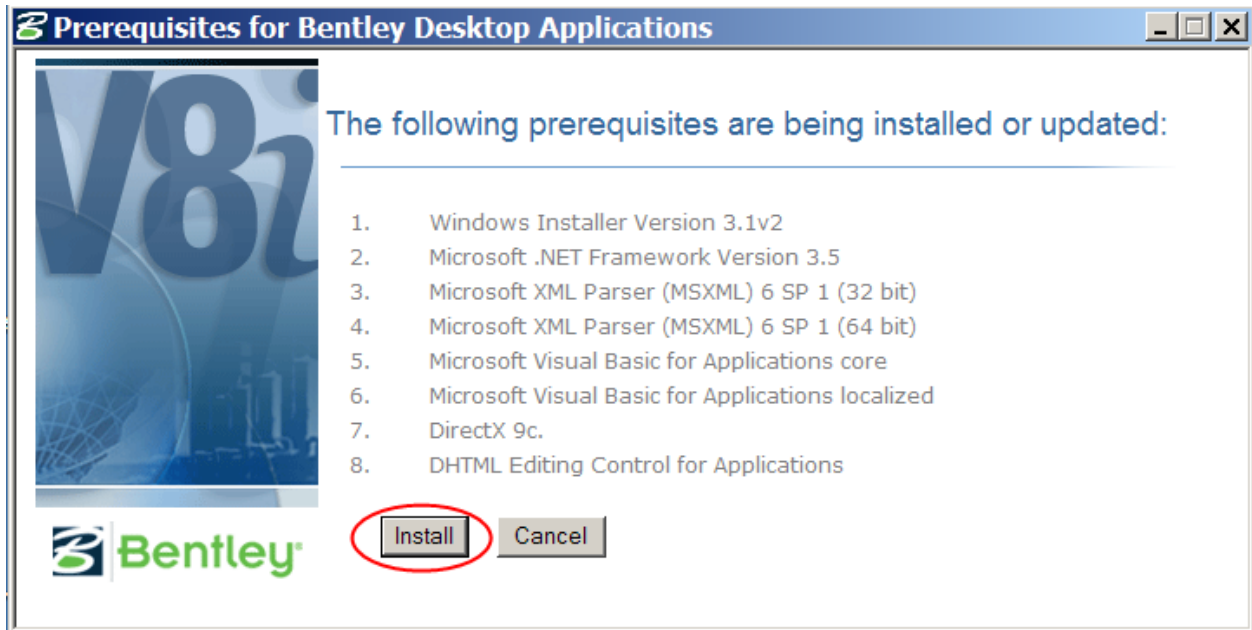
2. Double click on the prerequisite file *pbda08110703en.exe*. Select **Next**:



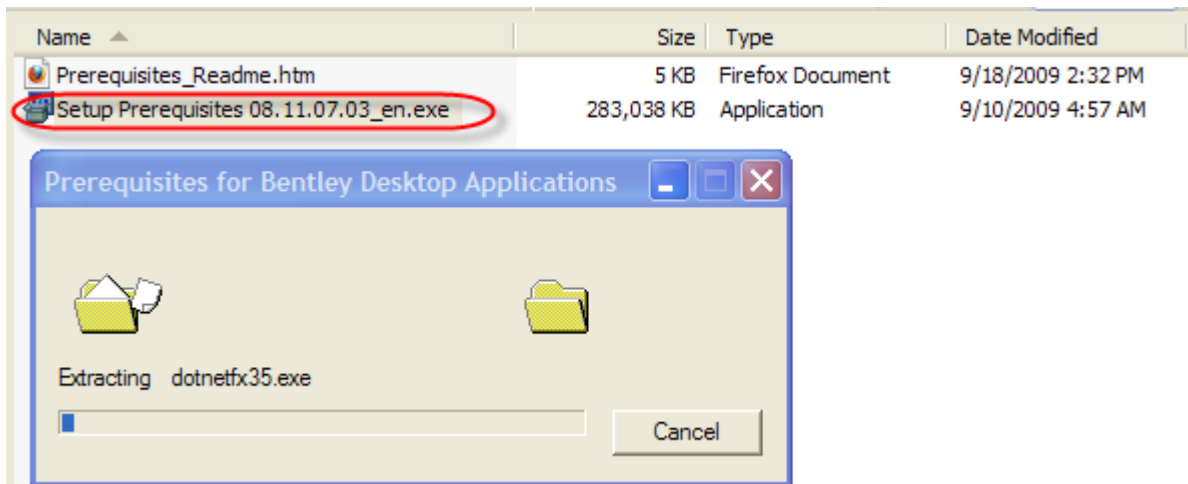
3. Leave *C:\BentleyDownloads* as the default. Note that this is a different location than the exe that you clicked. A *pbda08110703en* folder will be created for the extracted files. Select **Next**:



4. Select **Install** then **OK** when complete:

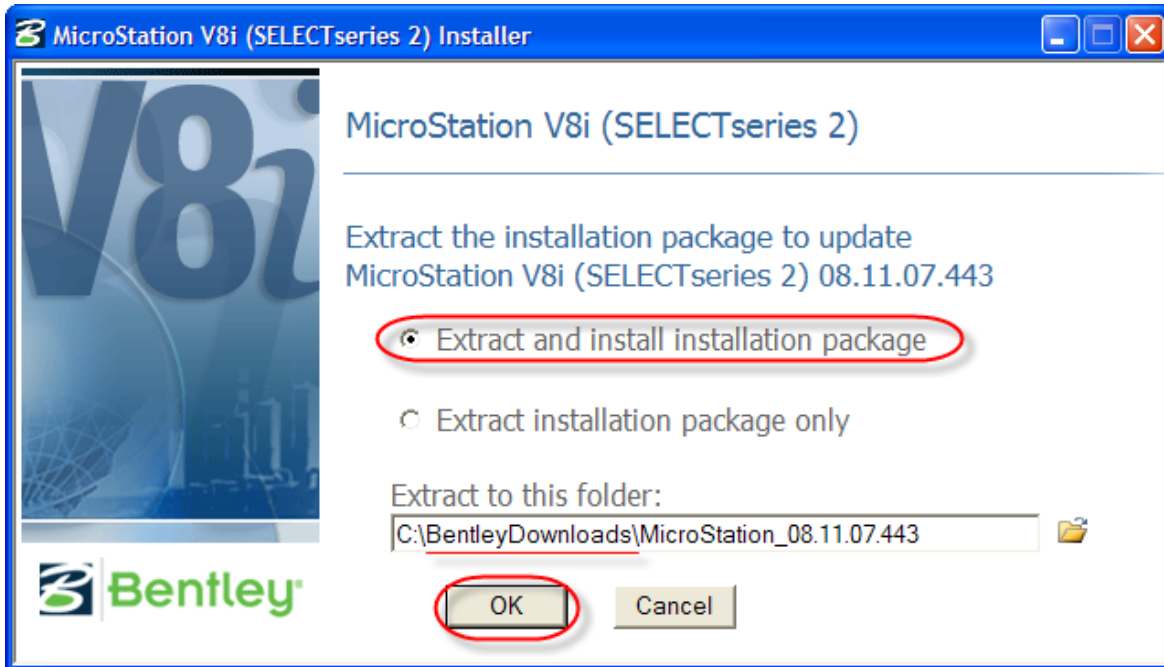


5. If you only extracted the prerequisite files at this point, you can run setup from the new prerequisite *pbda08110703en* folder later:

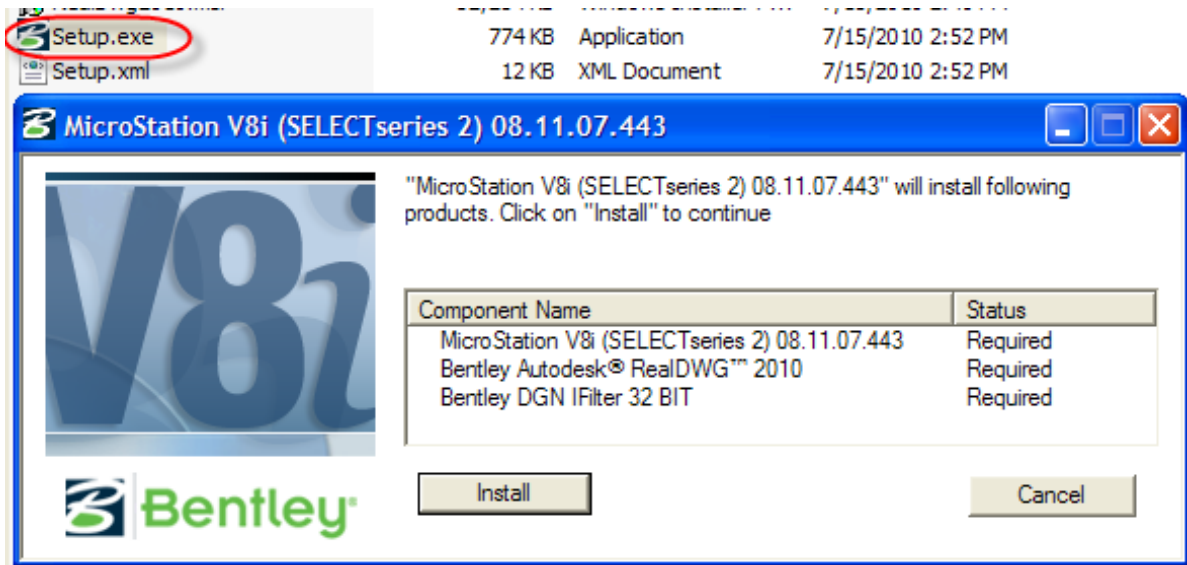


### 1.2.2 MicroStation V8i

6. Browse back to *C:\Downloads\Bentley* and double click on the MicroStation file *ms081107443en.exe*.
7. Check *Extract and install installation package*. Leave the default location as *C:\BentleyDownloads\MicroStation\_08.11.07.443*. Note that this is not where the program will be installed. That is elsewhere and will be set shortly. Select **OK**:

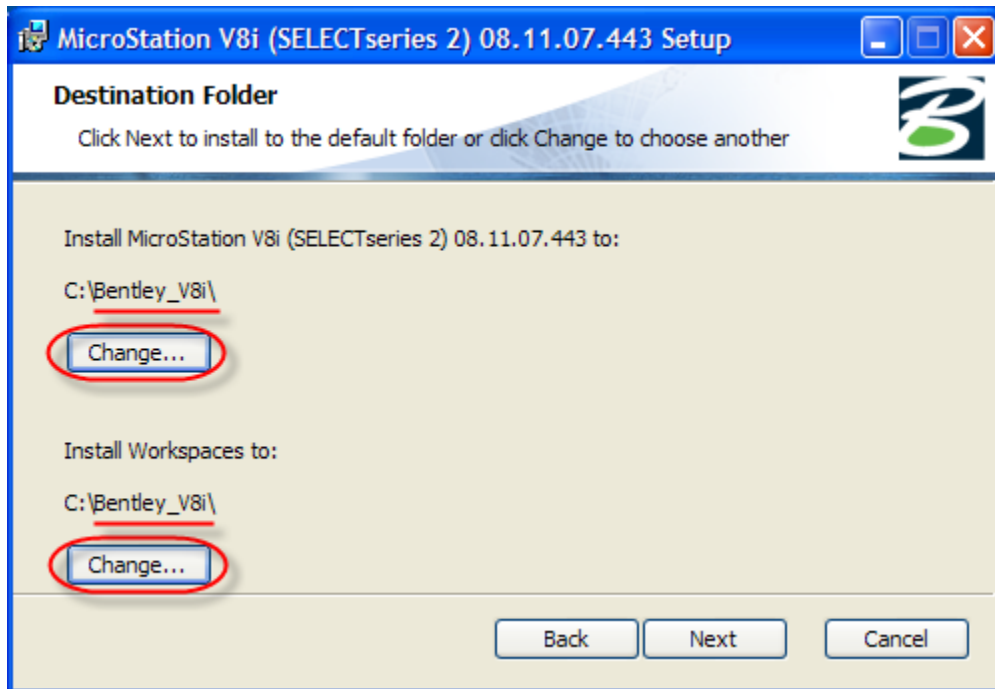


8. If you only extracted the MicroStation files at this point (not yet installed), you can run setup from the new *MicroStation\_08.11.07.443* folder later:

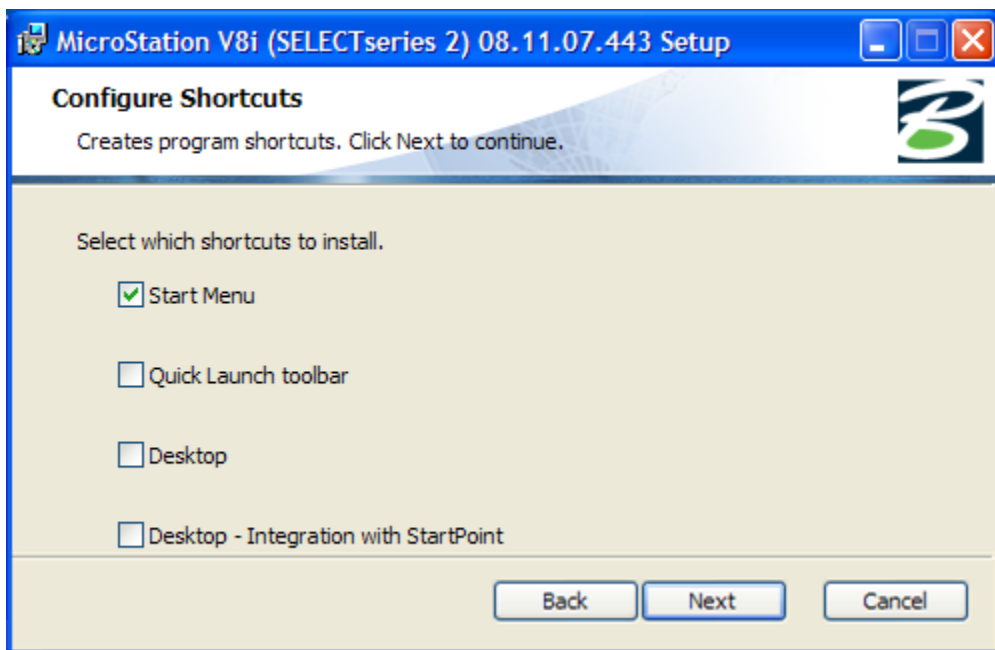


9. **Accept** the *End User License Agreement* after carefully reading it.

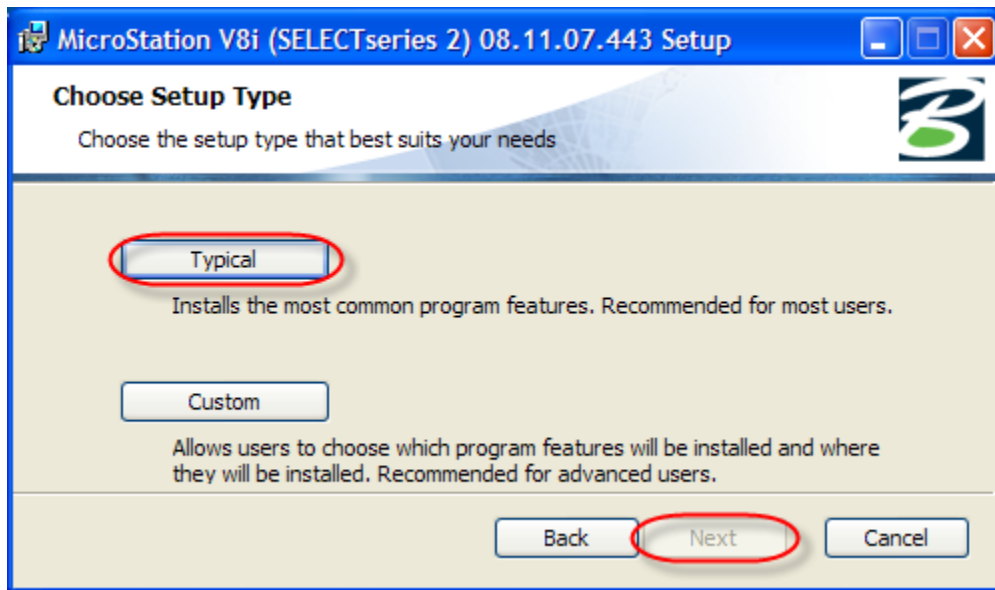
CTDOT recommends a local folder under C:\ for the program destination rather than the *Program Files* default. Use the *C:\Bentley\_V8i* folder that was created earlier. Select **Change** and browse to that folder. Also **Change** the Install Workspaces destination. Select **Next**:



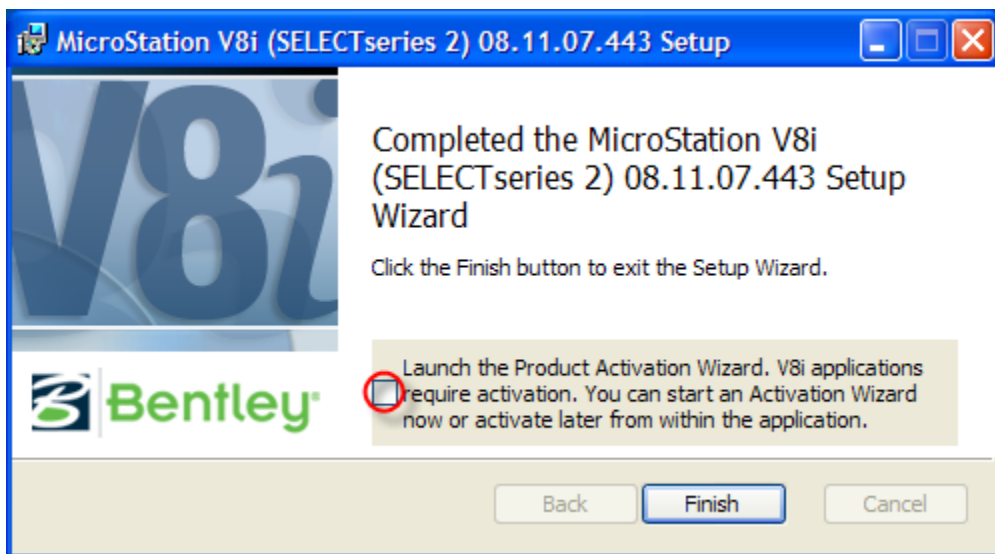
10. Configure shortcuts by unchecking everything but *Start Menu*. This will allow access to additional Bentley products. Select **Next**:



11. Select **Typical** for Setup Type, then **Next**:



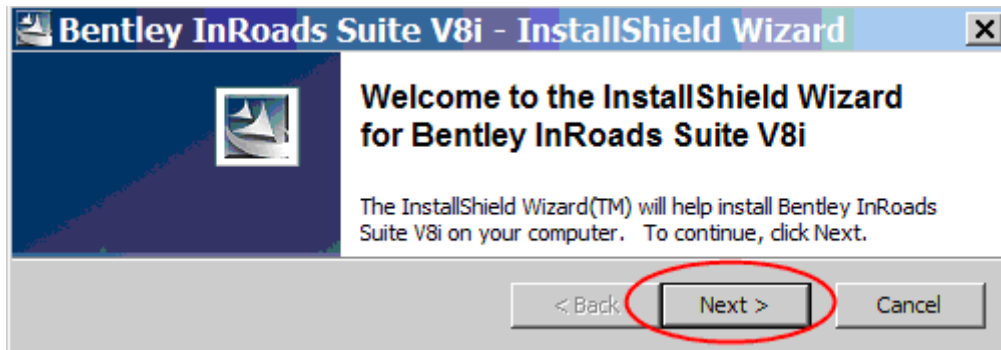
12. Do not launch the *Product Activation Wizard* yet. We will address this in another section. Allow other Bentley products to finish installing by selecting **Finish**:



### 1.2.2.1 InRoads Suite V8i

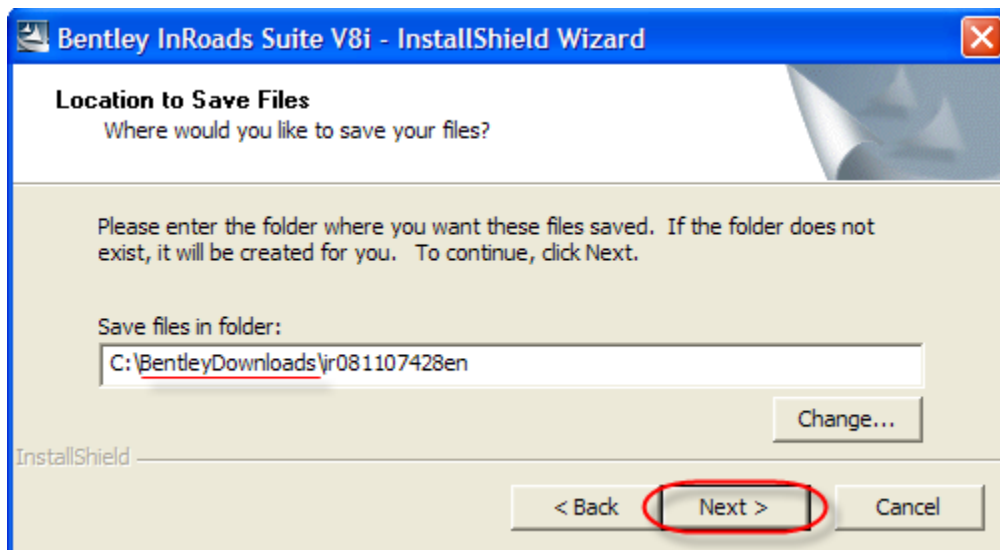
13. Browse to *C:\Downloads\Bentley*. Double click the *InRoads Suite* file *ir08110748en.exe* to extract and install files.

14. Select **Next**:

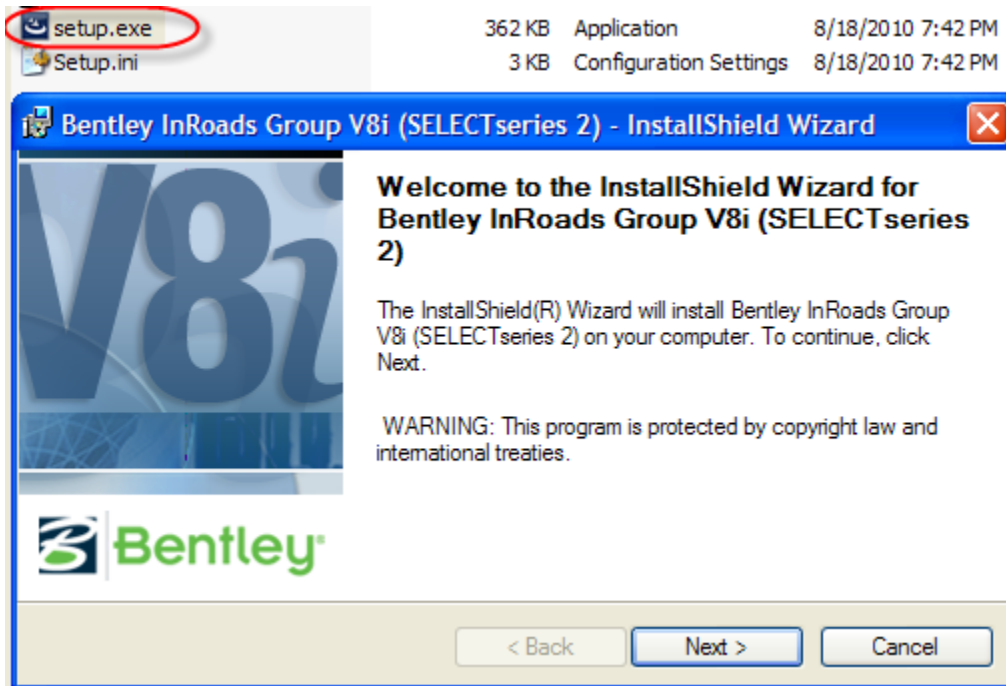


15. Leave the default folder location for the files as *C:\BentleyDownloads\ir081107428en*. The program destination will be different and set shortly.

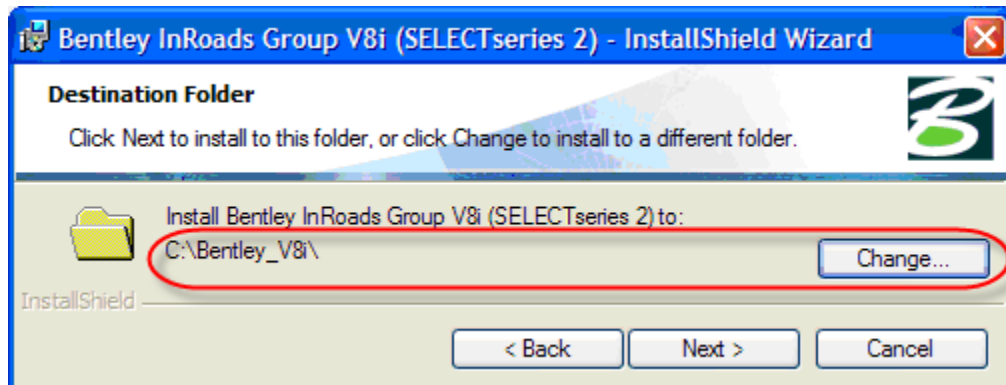
16. Select **Next**:



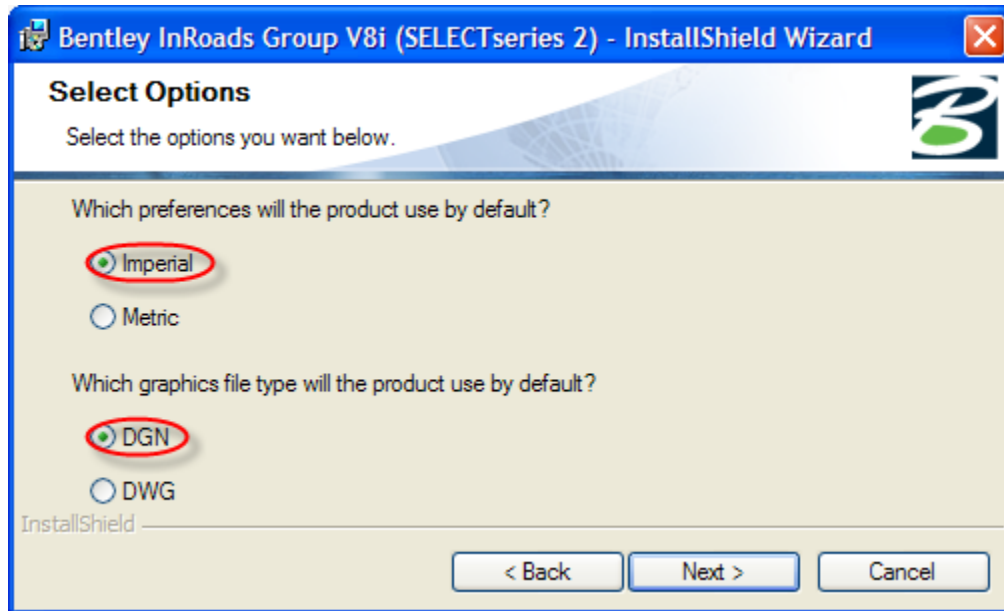
17. If you only extracted the InRoads files at this point, you can run setup later from the new InRoads folder *ir08110748en*:



18. Accept the *End User License Agreement* after carefully reading it.
19. For the program destination folder, select **Change** and browse to *C:\Bentley\_V8i*:



20. Select **Imperial** and **DGN** in the Select Options dialog. Select **Next**:

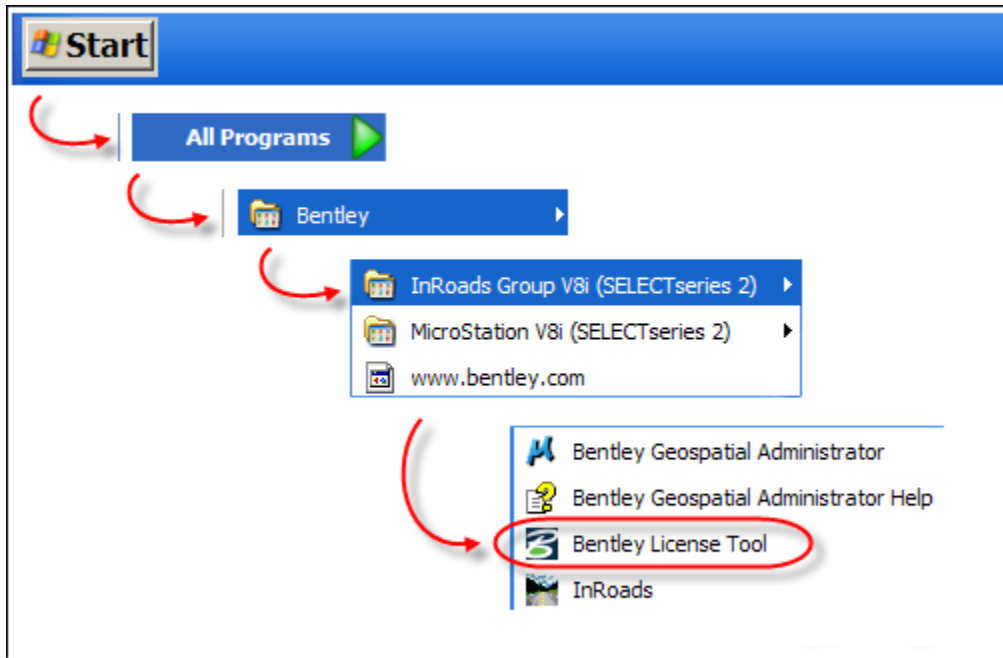


21. When InRoads installation is complete, either check the *Launch* box now for the *Product Activation Wizard* or wait and follow steps in the next section. Select **Finish**:

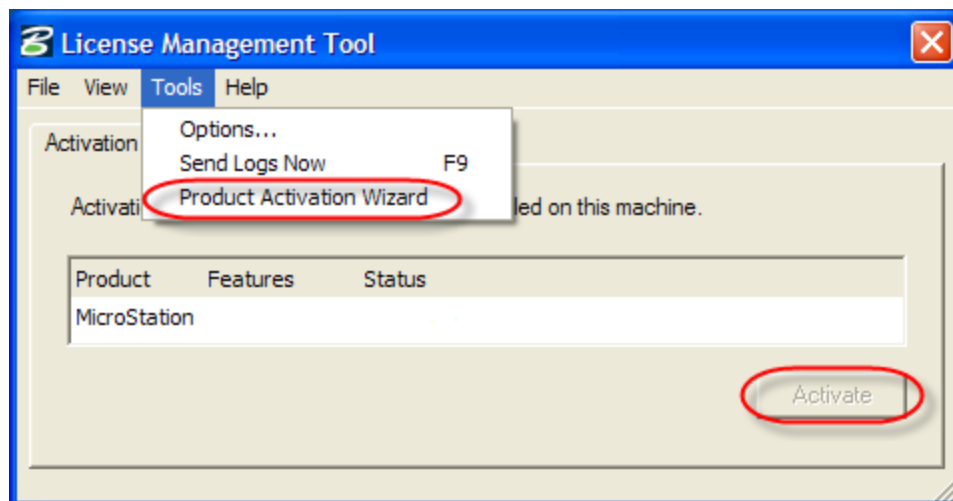


### 1.3 Step 3 Product Activation Wizard

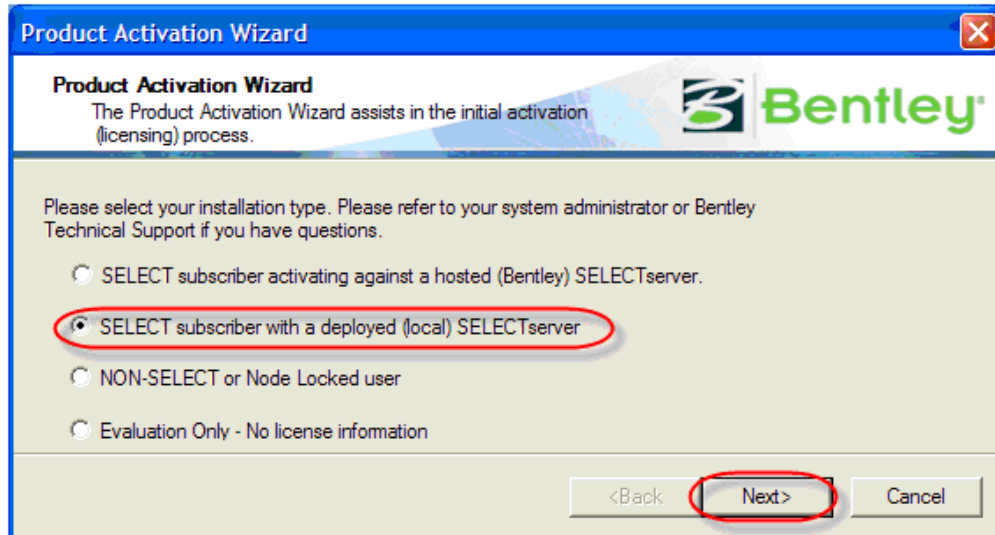
1. If the *Product Activation Wizard* has been launched, skip the next two steps.
2. From *Start* menu, choose *All Programs> Bentley> InRoads Group V8i> Bentley License Tool*.



3. From the *License Management Tool*, choose *Tools> Product Activation Wizard* and select **Activate**:  
(You can also start the *Product Activation Wizard* from within MicroStation by *Utilities> License Management> Tools> Product Activation Wizard*.)



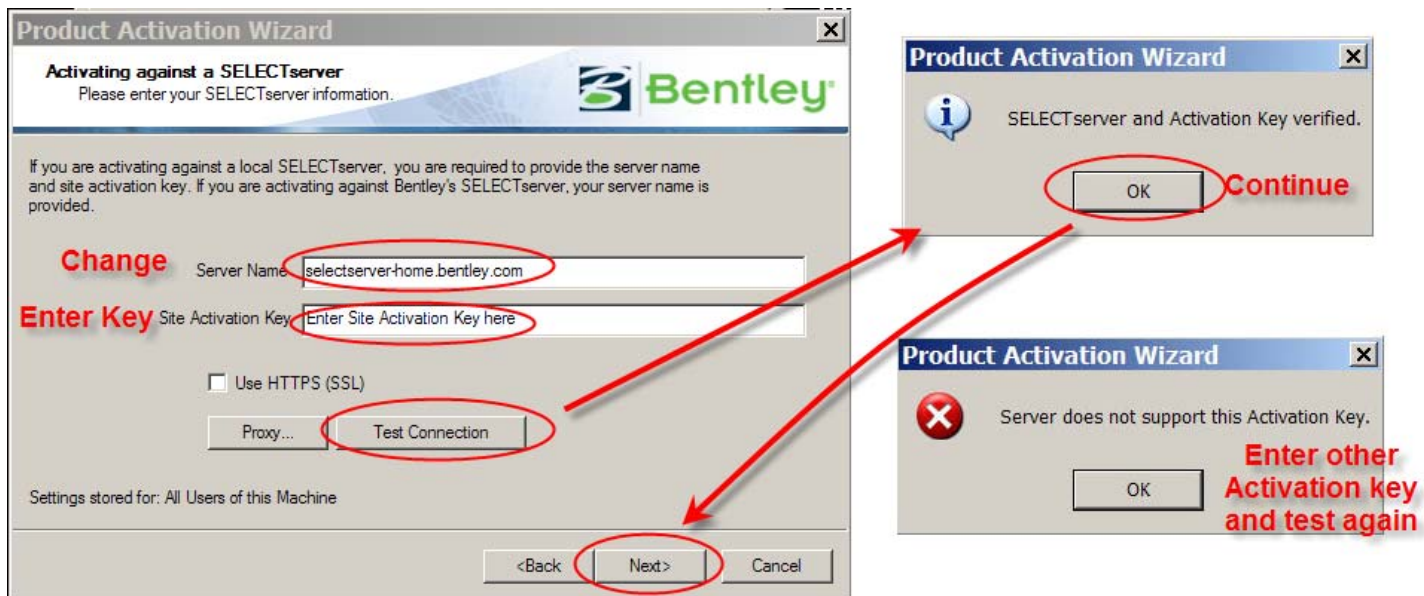
4. If you do not have a Site Activation Key, there is a 30 day window to obtain one through a SELECTservices Administrator.
5. **CTDOT employees only** (all others, skip this section and follow instructions provided by your company's SELECTservices Administrator):
6. Select *SELECT subscriber with a deployed (local) SELECT server* then select **Next**:



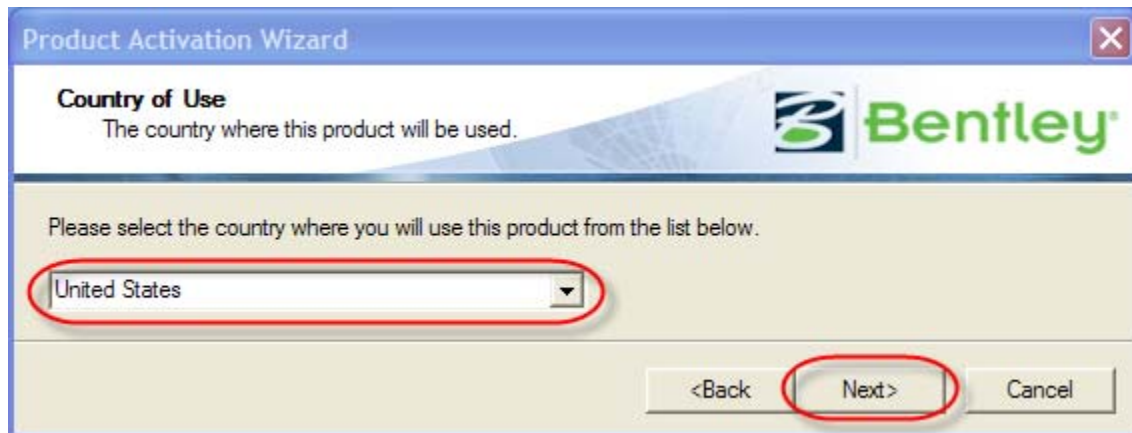
Do not use the default Server Name. Enter “selectserver-home.bentley.com”.

To obtain your Site Activation Key, provide your Bentley Select ID in an email to: Ronald Tellier - [ronald.tellier@ct.gov](mailto:ronald.tellier@ct.gov) or Sarah Rose - [sarah.rose@ct.gov](mailto:sarah.rose@ct.gov)

7. Enter one of the Site Activation Keys given to you, then select **Test Connection**. If the connection fails, try the other Key (depends on which Bentley Site ID was used when your SELECT ID user was created: Connecticut Department of Transportation Site or State of Connecticut-DOT Site). Select **OK** then **Next**:



8. Pick “United States” for the Country of use and complete the activation process:

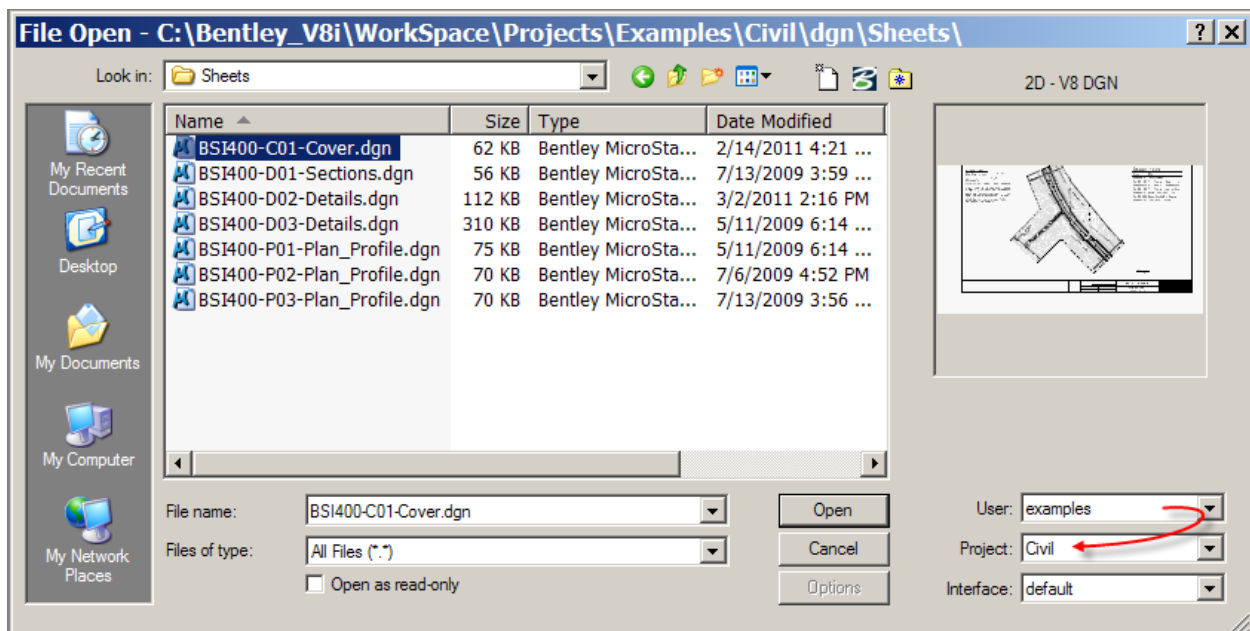


## 1.4 Step 4 “Out of The Box” MicroStation

MicroStation is now ready to use “out of the box” but has yet to be customized. There will not be CTDOT Projects to pick from nor workspace resources to use. The following section, *CTDOT Digital Design Environment*, addresses CTDOT customization.

If customization is not a concern, begin MicroStation by: *Start> All Programs> Bentley> MicroStation V8i SELECT series 2> MicroStation V8i SELECT series 2*

The delivered example shown below contains a *Civil* Project that is accessible by picking *User examples*. To activate InRoads once inside a MicroStation session, choose: *Applications> InRoads Group> Activate Inroads Suite*.



## Section 2 CTDOT Digital Design Environment

### 2.1 Step 5 Downloads

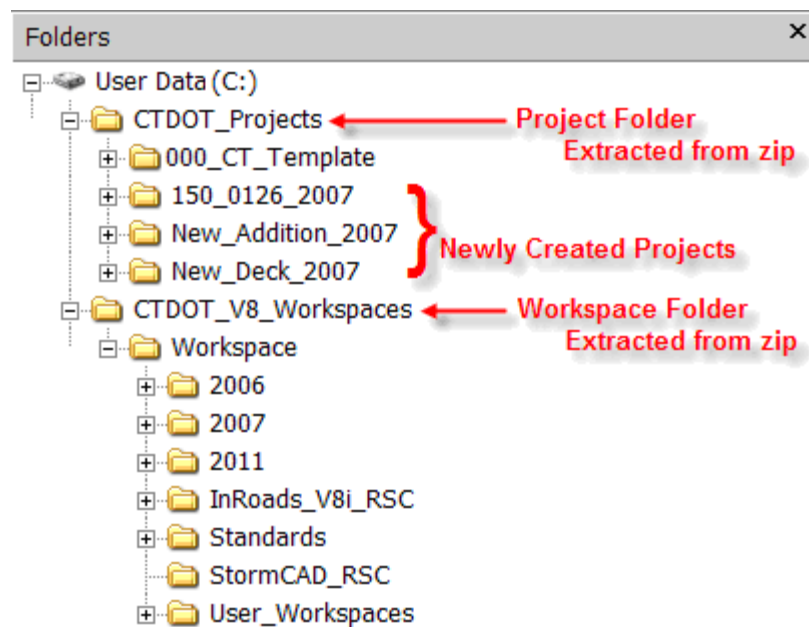
1. Click on the following link: [CTDOT - SELECTseries DDE](#)
2. Under **Design Environment Set-Up** select Download the CTDOT Digital Design Environment and Save the SS2\_Workspace.zip file.

### 2.2 Step 6 Extract/Install

#### 2.2.1 C Drive Setup

2. Extract the zip file to create folders *C:\CTDOT\_Projects* and *C:\CTDOT\_V8\_Workspaces*. Copy these two folders to the root directory of the C drive:

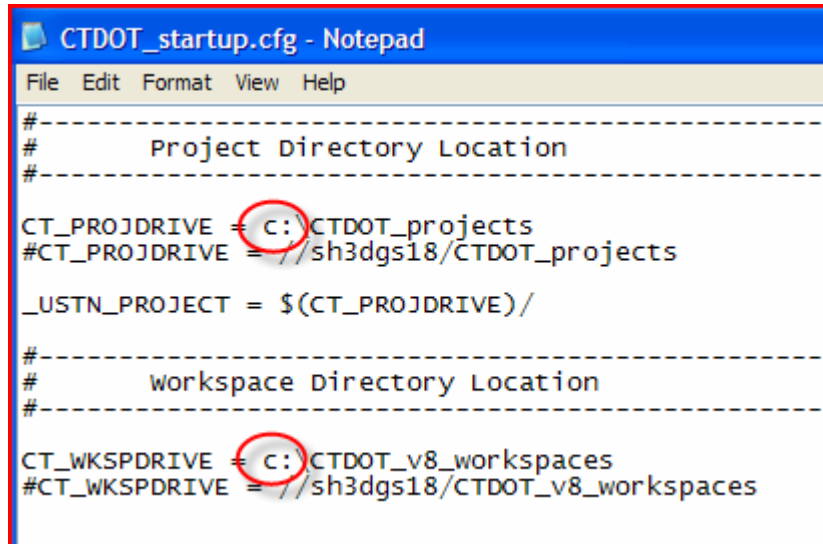
Our end results folder structure will look something like this:



### 2.2.2 Network Setup

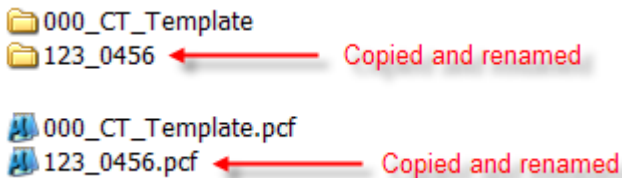
Skip this section if your setup will remain on the C drive as shown above.

3. Move the CTDOT\_Projects and CTDOT\_V8\_Workspaces to the server location(s).
4. Open CTDOT\_startup\_V8i.cfg from the main CTDOT\_V8\_Workspaces folder with a text editor and edit the location of both the newly extracted Project and Workspace folders as shown below. Pay careful attention to spelling and save any changes. Note that MicroStation will not process any line commented out by a pound (#) sign.



### 2.3 Step 7 Project Creation

5. Use the supplied template to create new projects. Browse to *C:\CTDOT\_Projects*. **Copy** and **paste** both the *000\_CT\_Template* folder and the *000\_CT\_Template.pcf* file into the same directory. Rename both folder and file to a desired project name (e.g. 123\_0456.) It is very important that they are named identically.



6. At this point you may wish populate the project by copying any dgn or InRoads files that you have into the appropriate folders. For the correct locations of the InRoad resource files that are contained in the CTDOT\_V8\_Workspaces that were extracted from the zip file, see:

[http://www.ct.gov/dot/lib/dot/documents/deng/ctdot\\_inroads\\_v8i\\_guide.pdf](http://www.ct.gov/dot/lib/dot/documents/deng/ctdot_inroads_v8i_guide.pdf)

7. Open the pcf that was just copied (right click) with a text editor such as *NOTEPAD*.
8. Locate the line that has *CT\_PROJECT\_NUMBER = 000\_CT\_Template*:

```
#=====
# 000_CT_Template.pcf   CTDOT Project Configuration File
#
# Comments: (max 55 chars)
#
# Revision History:
# 04/05/2007  RLS   Returned Upper comment area to Orginal format
#                NOTE: DO NOT change this again. Put full year in.
# 04/05/2010  RLS   Added %if !defined (MS_STORMCAD) to Project Units and Scales
#                section. MS_STORMCAD is defin on the command lind in Accounting
#                StormCAD can NOT use CTDOT's Units.def file.
#
#=====
# MM/DD/YYYY  XXX   New Project Created <*>Add Revisions Above this Line<*>
#=====
_USTN_PROJECTDESCR = Project Configuration

#-----
#       The text, "000_CT_Template" is replaced with the actual
#       project number, by the Project Administrator/ program
#-----

CT_PROJECT_NUMBER = 000_CT_Template

#=====
#===== DO NOT CHANGE ANYTHING ABOVE THIS EXCEPT REVISION HSITORY =====
#===== IF YOU DO IT WILL BRAKE THE PROJECT CREATION PROGRAM =====
#===== This is for InHouse Projects Only! =====
#=====
# For use with Year specific resource files
#CT_PRJ_VER = 2006
CT_PRJ_VER = 2007
```

9. Change to the project number to the same name as the folder and pcf name that you used in the previous step, i.e. *123\_0456*:

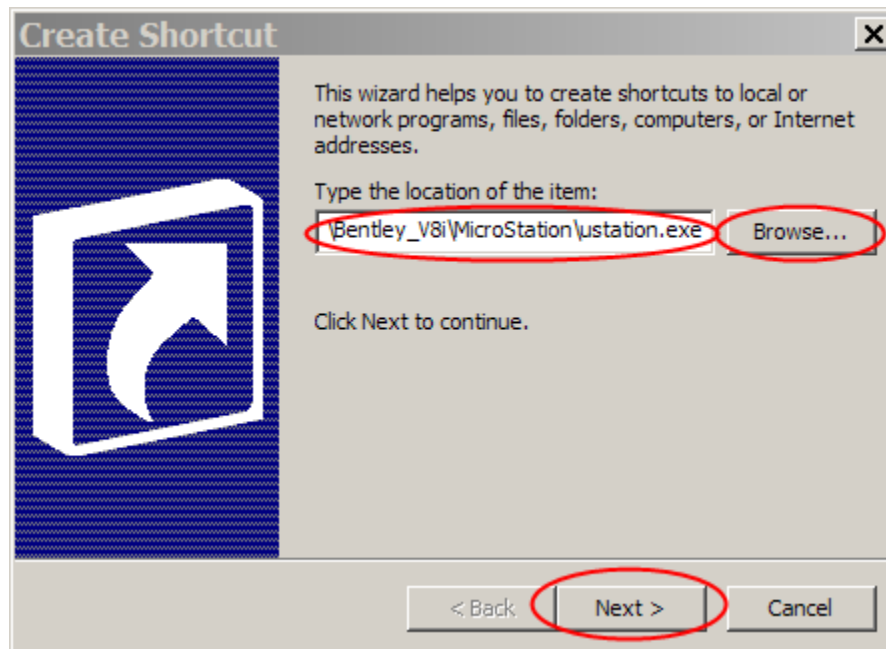
```
#-----
CT_PROJECT_NUMBER = 123_0456
#-----
#===== DO NOT CHANGE ANYTHING ABOVE THIS EXCEPT REVISION HSITORY =====
#===== IF YOU DO IT WILL BRAKE THE PROJECT CREATION PROGRAM =====
#=====
```

10. **Save** and **Exit** the text file. For each new project that you wish to create, you must once again copy the project template folder and pcf files, and edit the pcf using a unique project name.

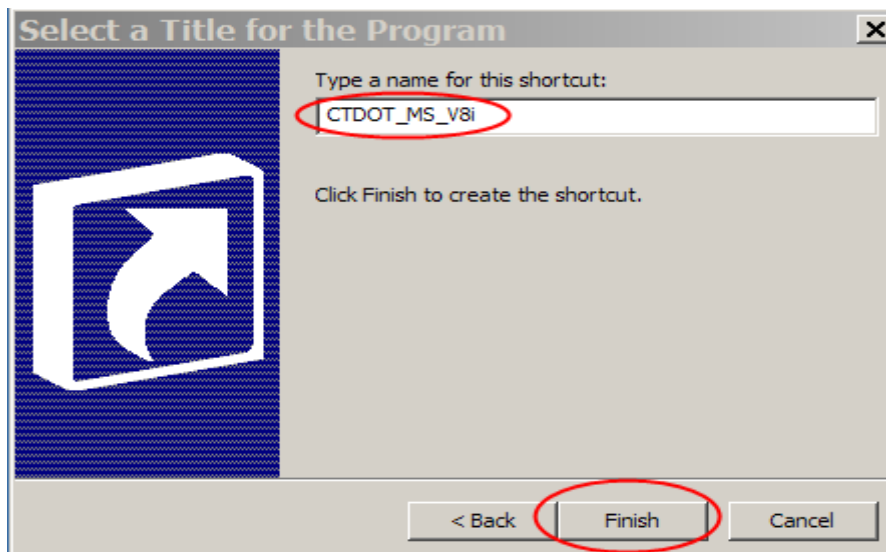
## 2.4 Step 8 Initial Setup

### 2.4.1 Desktop Shortcut

1. Browse to *C:\CTDOT\_V8\_Workspaces*. Copy the *CTDOT\_MS\_V8i* shortcut to your desktop OR you can also create a shortcut if necessary:
2. Right click anywhere on your desktop and select *New>Shortcut*. Select **Browse** and go to *C:\Bentley\_V8i\MicroStation\ustation.exe*. Select **Next**.



3. Type in *CTDOT\_MS\_V8i* for a name and select **Finish**.

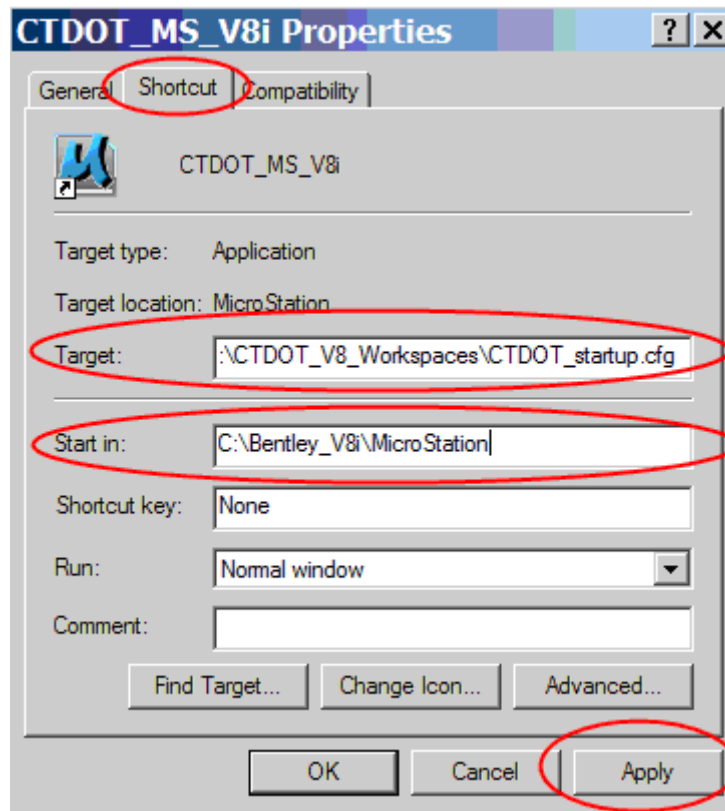




4. Right click the icon, select *Properties>Shortcut* and paste the following:

Target: *C:\Bentley\_V8i\MicroStation\ustation.exe - wsCT\_DISCWKSP=Highways \_Workspace - wcC:\CTDOT\_v8\_workspaces\CTDOT\_startup.cfg*

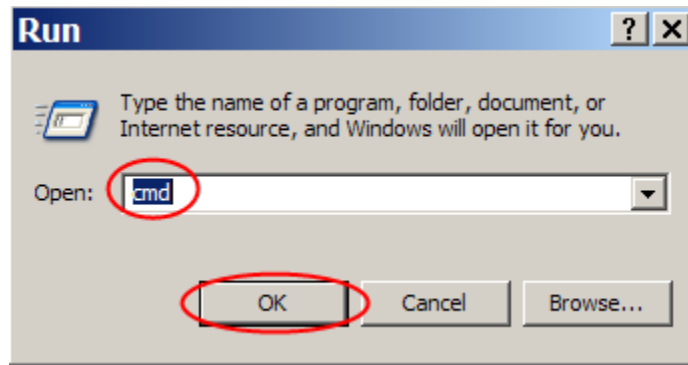
Start in: *C:\Bentley\_V8i\MicroStation*



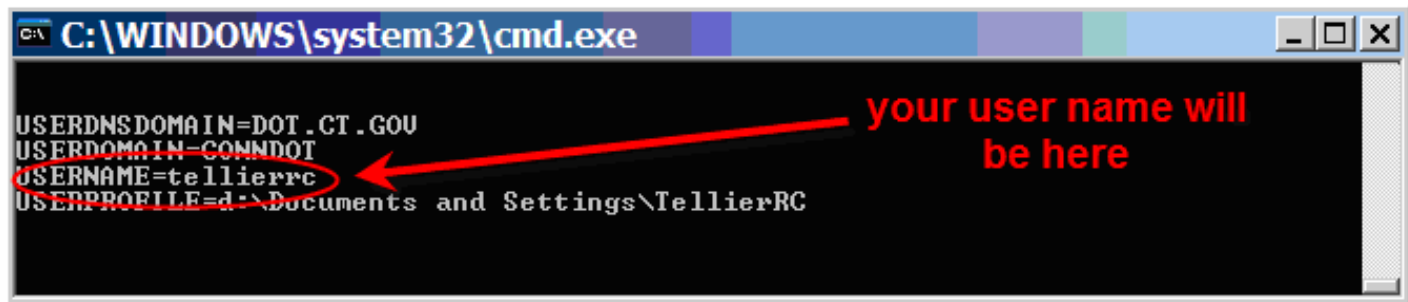
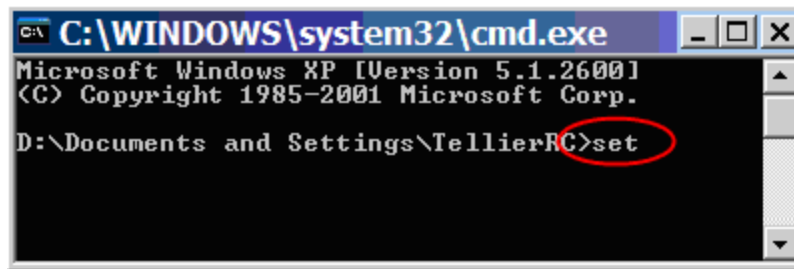
5. Select **Apply** and close.

### 2.4.2 Windows Username

6. User Interfaces, Workspaces, and Function Key menus are based on your Windows login name\USERNAME . Your MicroStation User Name **must** be the same as your PC username for the CTDOT DDE to function properly. To find this, select **Start>Run**. Enter **cmd** and select **OK**.



7. At the command prompt, type “set” and press <Enter>:

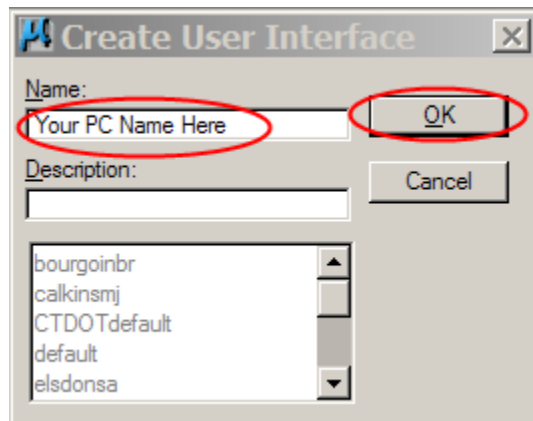
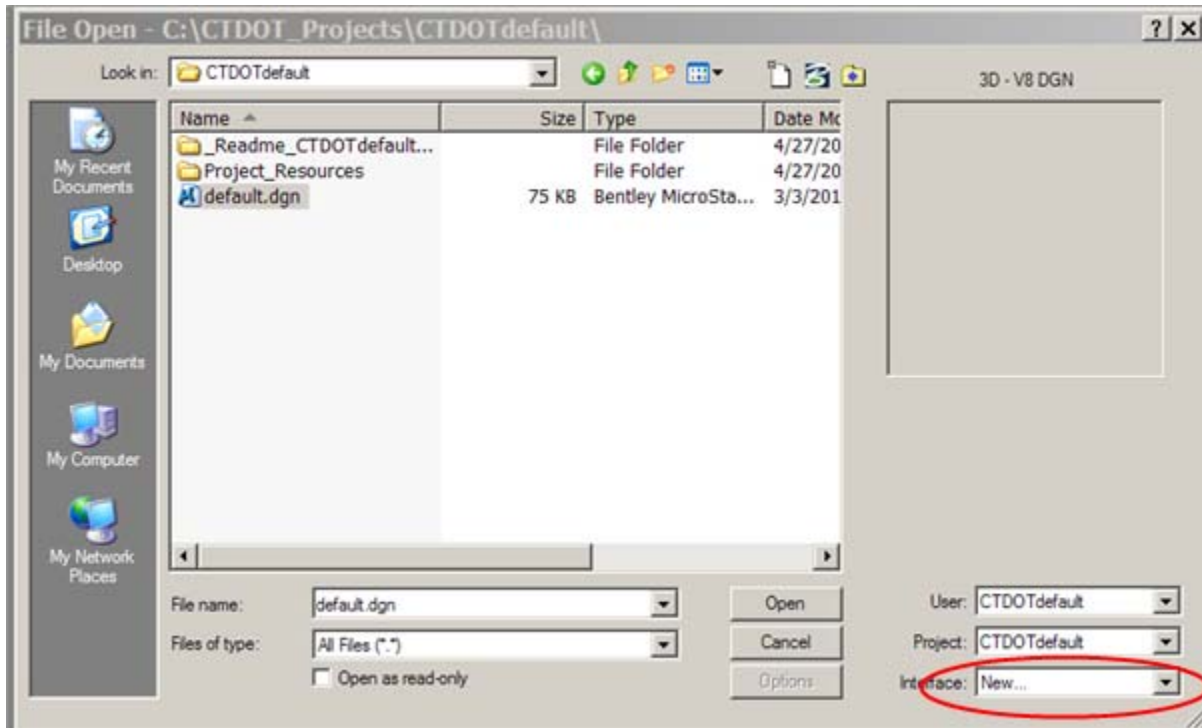


8. Double click on the *CTDOT\_MS\_V8i* desktop shortcut to begin MicroStation:



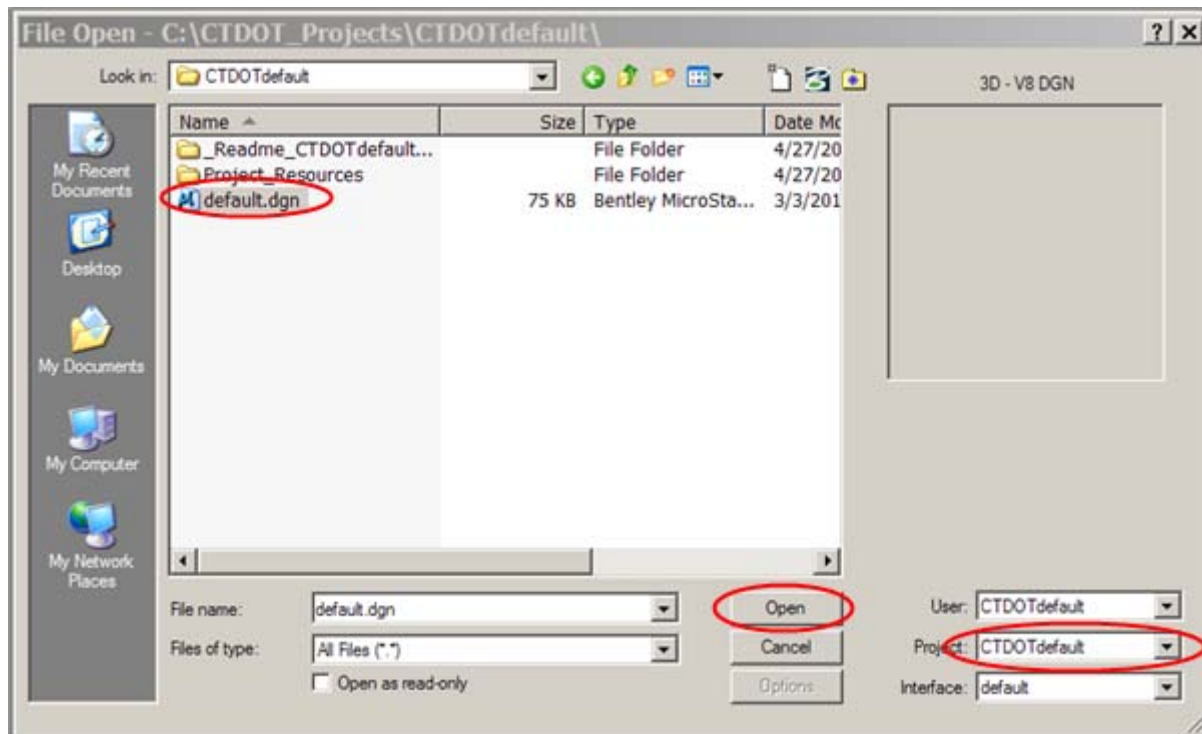
### 2.4.3 User Workspace

- From the MicroStation Manager's Interface drop down list, select **New**. Type in your new MicroStation Interface name (same as your PC username from above) and select **OK**.



- Repeat for User. These steps need to be done only once.

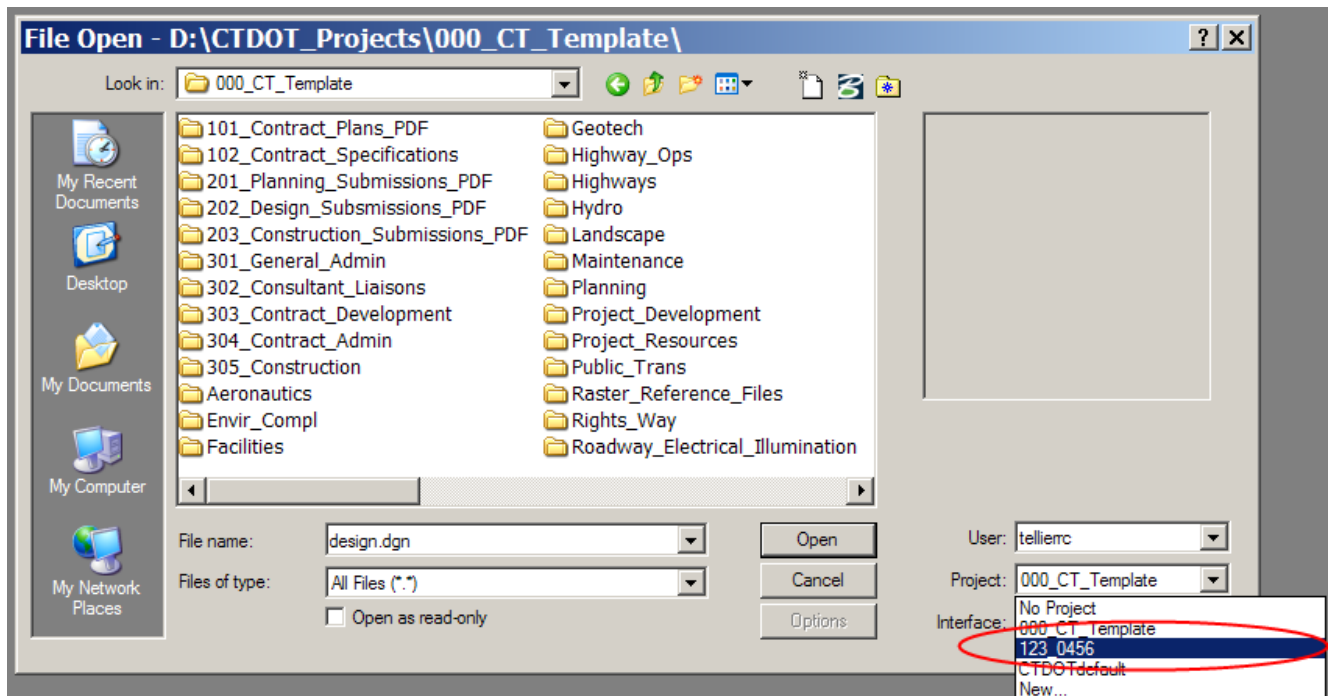
11. Select **Project** and select **CTDOTdefault**. Open the supplied test file, **default.dgn**.



**IMPORTANT!** Once completely in the design file, **DO NOT SAVE SETTINGS** and immediately exit MicroStation; if you don't initially do this, your user preferences most likely will become corrupted.

12.

Start MicroStation once again from a desktop shortcut. Select a newly created Project that you made using section 2.3:



Note: When changing projects, the new project must be selected in this dialog box for reference file paths and resources to work properly.

## 2.5 Step 9 PDF Publishing with CTDOT 2007 Utilities

If you wish to use the *CTDOT 2007 Utilities* menu for plotting, you must create a temporary location to store pdf's. Using Windows Explorer, create a *C:\Plots* directory.

To publish plots (creating pdf's of MicroStation files) in MicroStation go to *CTCOT 2007 Utilities > PDF Publishing > Help & Workflows > PDF Publishing* and follow instructions.